

## CHAPTER 6

# AIRCRAFT LOGBOOKS

All activities that have reporting custody of naval aircraft and related aeronautical equipment and components maintain aircraft logbooks, records, and associated forms in an up-to-date condition. In addition, commands utilizing Naval Aviation Logistics Command Management Information System (NALCOMIS) must also maintain an applicable logs and records subsystem in a proper and up-to-date status.

### AIRCRAFT LOGBOOK ROLE

**LEARNING OBJECTIVES:** Define the purpose of the aircraft logbook. Identify procedures to correct erroneous aircraft logbook entries.

Aircraft logbooks, records, and forms provide a complete history of aircraft inspections, flight hours or hours of operation, modifications, and major repairs. These records provide maintenance personnel with a source of information for scheduling future periodic inspections and component replacement. In addition, these logs, records, and forms, when maintained properly, provide management with information related to the aircraft's and equipment's service age.

Incomplete or poorly maintained records can result in unnecessary inspections and overhaul of aeronautical components, even loss of aircraft and pilot or aircrew. Obvious mistakes in record keeping may be corrected by the current custodian and initialed or signed off without further reference to the previous custodian. Discrepancies that require corrective action should be researched immediately by the current custodian. The discrepancies should be corrected after receipt of correspondence from the previous custodian that specifies the appropriate corrective action.

As you can see, properly maintained aircraft logbooks and records provide a critical function in aviation maintenance and aircrew safety. As an AZ assigned to the logs and records section of maintenance control, you will be responsible for maintaining logbook accuracy. To effectively perform as logbook clerk, you should have an in-depth working knowledge of the technical directive (TD) compliance system,

naval correspondence formats, classified material handling, technical manuals and directives, and the NALCOMIS Organizational Maintenance Activity (OMA) Logs and Records subsystem. A complete listing of the responsibilities of the aircraft logbook clerk can be found in *The Naval Aviation Maintenance Program (NAMP)*, OPNAVINST 4790.2.

*Q1. What record provides a complete history of aircraft inspections, flight hours flown, modifications, and major aircraft repairs?*

*Q2. What activity may make corrections to obvious errors in aircraft logbook record keeping.*

### AIRCRAFT LOGBOOK DESCRIPTION

**LEARNING OBJECTIVES:** Identify the activity that originates the aircraft logbook. Identify who maintains custody of aircraft logbooks.

The aircraft logbook is a hard-cover, loose-leaf ring binder that contains separators and page insert forms. The logbook contains data that is needed to monitor an aircraft's operation throughout its service life. The logbook also contains historical data about the aircraft's rework, major repairs, and flight operational data. In addition, the logbook contains a record of the TDs that affect the aircraft, its components, and its accessories.

### ORIGIN

Aircraft logbooks are initiated by the activity that originally accepts the aircraft. The original accepting activity is defined as either the naval plant representative office (NAVPRO), if at a contractor's plant, or a designated Navy representative at any other delivery point.

*Q3. When an aircraft is accepted into the Navy inventory, what organization initiates the aircraft logbook?*

### CUSTODY

The logbooks are kept in the maintenance control office of the station, ship, squadron, or detachment to

which the aircraft is assigned. The maintenance department's maintenance material control officer (MMCO) is responsible for maintaining all aircraft logbooks and associated records. Normally, the MMCO sets up a section or branch in maintenance control to maintain aircraft logbooks and other records. This section is referred to as the logs and records work center. The logs and records work center of small stations, squadrons, or detachments may be manned by only one AZ, while larger activities may require several AZs to handle a larger record-keeping workload. If the logbooks contain classified information, the logbooks are safeguarded in accordance with applicable security regulations.

*Q4. In an organizational-level maintenance activity, what officer oversees upkeep of aircraft logbooks and associated records?*

## TRANSFER

**LEARNING OBJECTIVE:** Identify the documents to accompany aircraft logbooks upon aircraft transfer.

When aircraft are transferred between activities, the logbooks and records are transferred with the aircraft. Logbooks must then be brought up-to-date and closed-out by the transferring activity before the records are turned over to the receiving activity. When ferry flights are involved in the transfer, the records are transferred to the physical custody of the ferry pilot of the aircraft. The ferry pilot is responsible for providing ferry flight time to the receiving activity. Upon completion of the ferry flight, the ferry pilot turns the records over to the receiving activity.

Usually, logs and records personnel assemble all records into a transfer package for aircraft transfer and delivery to the receiving activity. Administrative records transferred with an aircraft should include some form of each of the following records:

- Aircraft logbook with the applicable Aeronautical Equipment Service Records (AESRs)
- Assembly Service Records (ASRs)
- Equipment History Records (EHRs)
- Scheduled Removal Component (SRC) cards
- Modular Service Records (MSRs)

**NOTE:** The **AESR** is an insert to the basic aircraft logbook. The AESR is a service record for various aircraft equipment such as power plants and propellers. The **MSR** is used for modular engines. The MSR provides a system to record maintenance data on interchangeable modules installed on modular engines and the life-limited components and assemblies installed within them.

- Aircraft inventory record
- Weight and balance records
- Current contents of the aircraft discrepancy book (ADB)
- Inspection, TD compliance, and aircraft general files (or electronic files)
- Updated TD requirements lists Nos. 02 and 04
- Record of all check flights for past 6 months or one complete phase cycle, whichever is greater
- A duplicate of the current record "A" card
- Parachute records, seat survival kit records, and aircrew systems records for installed equipment
- Current hydraulic fluid trend analysis records
- A copy of the current Flight Loads/Launch/Landing Data (NAVAIR 13920/1)
- Appropriate Enhanced Comprehensive Asset Management System (ECAMS) reports
- Engine configuration base line entered in NALCOMIS
- Aircraft historical data tapes for activities using NALCOMIS
- Downloaded SEATS/ICAPS module data disk
- Other requirements specified by the Aircraft Controlling Custodian or Type Command

*Q5. What is the disposition of an aircraft logbook when an aircraft is transferred between activities?*

Q6. *When an aircraft is transferred, and a ferry flight is involved, what person provides flight time to the accepting activity?*

## DISPOSITION

**LEARNING OBJECTIVE:** Describe procedures to dispose of aircraft logbooks upon sale, transfer, or destruction of aircraft.

Logs and records for aircraft stricken from the Navy inventory are disposed of as follows:

**Destroyed aircraft.** Logs and records are disposed of locally after necessary investigation and preparation of required reports.

**Sale or Transfer.** When an aircraft is sold or transferred to other than Navy custody, the logs and records accompany the aircraft unless otherwise directed by the aircraft controlling custodian (ACC) or type commander (TYCOM). Classified information is removed from the records or cleared for release before the sale or transfer of the aircraft.

**Special Categories.** A special category provides for the disposition of logs and records of experimental aircraft, those logs and records that have historical value, and logs and records of aircraft or equipment that have been lost in combat. Also included in this category are the logs and records of aircraft involved in an accident that results in death, missing in action, injury to any person, or substantial damage to other than government property. These logs and records are retained by the operating activity for a period of 1 year, and then forwarded to the Washington National Records Center. Refer to *Navy and Marine Corps Records Disposition Manual*, SECNAVINST 5212.5, for detailed procedures for transferring records to the Washington National Records Center.

Q7. *The logs and records for an experimental aircraft that is involved in an accident that results in the death of civilian personnel should be retained by the operating activity for a period of 1 year. What is the disposition of these logs and records at the end of 1 year?*

## RECONSTRUCTION PROCEDURES FOR LOST OR DESTROYED LOGBOOKS

**LEARNING OBJECTIVE:** Describe procedures for reconstruction of lost or destroyed aircraft logbooks.

When an aircraft logbook is lost, destroyed, or damaged, the following sources of information can be used to reconstruct the logbook:

- Inspection, TD, and aircraft general files.
- Aircraft Record “A” card.
- Contents of the ADB.
- Technical Directives Requirements Lists 02 and 04. These lists can be obtained from the Commander, Naval Air Systems (COMNAVAIRSYSCOM).
- SRC cards, ASRs, and MSRs information obtained from the Aeronautical Time Cycle Management (ATCM) Central Repository at COMNAVAIRSYSCOM.
- EHR information, which can be obtained from the applicable maintenance engineering cognizant field activity (MECFA) repository.
- File of OPNAV XRAY reports and Engine Transaction Reports (ETRs).
- Records maintained by the cognizant field activity (CFA) and rework activity.
- Aircraft manufacturer.
- Other available data sources, such as Naval Aviation Logistics Data Analysis (NALDA), Enhanced Comprehensive Asset Management System (ECAMS), and NALCOMIS OMA databases.

Q8. *An aircraft logbook has been lost. Reconstruction procedures are underway. What activity can provide information for reconstruction of ASRs, MSRs, and SRC cards?*

## ENTRIES AND SIGNATURES

**LEARNING OBJECTIVE:** Identify personnel authorized to make entries and sign aircraft logbook records.

The logbook should be neat and clean. The necessary entries should be made under the direction of the maintenance officer of the station or unit to which

the aircraft is assigned. The MAP is the source of information for most entries in the aircraft logbook; for flight and operating hour entries, utilization reports should be used.

Entries must be typewritten or printed in black ink, except in those cases where temporary entries are allowed to be made in pencil. Entries are NOT to be made with felt-tipped pens.

In most operating activities, the logbook clerk will make the actual aircraft logbook entries. However, rarely will logbook clerks be authorized to sign aircraft logbook record entries. The following personnel are authorized to sign aircraft logbooks and records:

- Commanding officer
- Organizational-level maintenance officer
- Intermediate-level maintenance officer
- Depot-level director of operations
- Operations maintenance division (OMD) officer

Additional personnel may be authorized to sign aircraft logbooks and records if they have been designated in writing to do so by one of the personnel listed above. When the contractor or naval aviation depot (NADEP) field team supervisor is not authorized or does not sign the required logbooks and records, the reporting custodian verifies the work performed and signs the necessary logbook and record entries. **Rubber stamp signatures are not authorized.**

Signatures are not transcribed when a new logbook is initiated or when old logbooks or records are consolidated. The same date is used for all entries on the Inspection and Technical Directives pages, and in the Date Completed column of the Repair/Rework Record. The signature that appears on the Repair/Rework Record is certification that entries in the Inspection and Technical Directives pages are complete and correct as of that date. Subsequent record changes are treated as separate line items and signed accordingly. If logbooks or records must be transcribed, the person's name who originally signed the entry should be typed or printed onto the new page preceded with /s/ to indicate that the page was transcribed. Use original documented dates only.

*Q9. Logbook entries should be made under the direction of what officer of the station or unit to which the aircraft is assigned?*

*Q10. The commanding officers, O-level maintenance officers, I-level maintenance officers, D-level directors of operations, and operations maintenance division (OMD) officers have authority to sign aircraft logs and records. What additional personnel may be authorized to sign aircraft logs and records?*

## AIRCRAFT LOGBOOK FORMS

**LEARNING OBJECTIVE:** Define the purpose of each record maintained in the aircraft logbook.

An aircraft logbook is made up of forms for recording essential data. No other pages or forms, other than those described in OPNAVINST 4790.2, are to be inserted, stapled, or otherwise attached to the logbook. Additional data for which there is no designated place in the logbook are inserted in a manila envelope. This envelope is pasted inside the back of the logbook binder. This envelope should not become a catchall for data that should be an entry in the logbook, or that is not pertinent to the purpose of the logbook.

A brief description and example of each logbook form is contained in the following paragraphs. Maintenance history cards (SRCs, MSR, ASR, EHRs) should appear in the order stated in the applicable Periodic Maintenance Information Card (PMIC). Remember, you should always refer to the latest edition of OPNAVINST 4790.2 for detailed instructions when making entries in the aircraft logbook.

**NOTE:** The aircraft logbook is in loose-leaf form; therefore, the model and bureau serial number (BUNO) of the applicable aircraft should be inserted on each page (in the spaces provided). This action ensures ready identification when pages are removed for entries or if logbook pages become separated from its logbook.

## STRUCTURAL LIFE LIMITS (OPNAV 4790/142)

The Structural Life Limits form is generated at the squadron level. This form is used to maintain a current record of aircraft structural life-limited components designated for depot-level replacement that do not require SRC card or ASR documentation. These components, with their respective life limits, are listed in the applicable PMICs, interim rapid action changes, TDs, and *Fixed Wing Aircraft Structural Life Limits*, NAVAIRINST 13120.1, and *Rotary Wing Aircraft Structural Life Limits*, NAVAIRINST 13130.1. The record is shown in figure 6-1.

[illegible]

**Figure 6-1.—Structural Life Limits record.**

Part I of this form is used to record information that is established for each type/model/series (T/M/S) aircraft. Such information includes references used as well as basic life limitations, such as catapult cycles, arrestment cycles, and flight hours.

Part II lists all components with life limits tracked in flight hours or calendar time, and components measured in number of catapult and arrestment/landing cycles.

### **MONTHLY FLIGHT SUMMARY (OPNAV 4790/21A)**

The reporting custodian maintains the Monthly Flight Summary form. This form is designed to permit the monthly compilation of significant flight operational data throughout the service life of the aircraft. Reporting custodians must ensure that all monthly totals have been entered on this form before the aircraft is inducted into rework. This form, shown in figure 6-2, is a permanent part of the aircraft logbook.

The Monthly Flight Summary form is divided into four parts. Part I contains information about an aircraft's service period and accumulated operating service months (OPSERMOS). Only fleet support (FS) activities make entries in Part I.

Reporting custodians (squadrons) use part II to record the receipt, revision, or adjustment of a service period. Period end dates (PEDs) may be adjusted when aircraft complete special rework that requires 30 days or more at a naval aviation depot (NADEP) facility or as a result of an Aircraft Service Period Adjustment (ASPA) inspection. Entries in this section reflect the ending date of the current operating service period (month and year) and the total number of OPSERMOS the aircraft has accumulated as of the ending date.

Part III is self-explanatory and reflects an extension of an operational service period beyond the period end date. Extensions, when authorized, are granted in increments of 3 months.

Part IV of the Monthly Flight Summary record is used to record monthly flight and landing data. All months are accounted for in chronological order. The Monthly Aircraft Utilization Report, NAVFLIRS-1, is the source of information for entries in this section of the form. Entries must be typewritten or printed in black ink. The exception to this procedure is when aircraft and logbooks are closed out and transferred. In this case, the close-out entry should be made in pencil.

### **INSPECTION RECORD (OPNAV 4790/22A)**

The purpose of the Inspection Record form is to record periodic and conditional inspections performed on the aircraft. Routine turnaround, daily, servicing, engine wash, and oil sampling are not logged in any logbook. Phase and conditional inspections are maintained on separate pages. The form, illustrated in figures 6-3 and 6-4, provides space for identification as to whether the listed inspections are periodic or conditional. The left column on the form is titled TYPE OR DESCRIPTION OF INSPECTION to facilitate proper descriptive entries for individual inspections.

Phase inspections are conducted at a stipulated number of flight hours. Such inspections are entered sequentially, and should reflect the type phase and flight hours at time of inspection; for example, Phase A/4105.5. Records of this inspection are removed from the aircraft logbook at the time of standard depot-level maintenance (SDLM), and a new record is initiated.

Conditional inspections are unscheduled events required as a result of a specific overlimit condition (hot start, overtemp, hard landing, etc.) or as a result of circumstances or events that create an administrative requirement for an inspection. Precarrier, predeployment, acceptance, transfer, and aircraft service period adjustment (ASPA) inspections are logged as conditional inspections. A rework activity will remove this page from the aircraft logbook upon completion of SDLM and insert a new record containing data necessary for determining when the next inspection due will be initiated. A minimum of 2 years of data should be maintained at all times on the conditional inspection page.

The following inspections, performed on aircraft, are NOT logged in the inspection pages in the aircraft logbook.

- Inspections performed on equipment for which an AESR is required are logged in the AESR. This procedure provides one correct place in the logbook for recording any particular inspection. The procedure also ensures that inspection records for major aeronautical equipment are current and available with such equipment after the equipment has been removed from an aircraft.
- Bulletins that specify conditional inspections are logged in the TD section of the



**CONDITIONAL**  
*(Periodical or Conditional)*

[illegible]

OPNAV 4790/22A (REV. 1-84) SN 0107-LF-047-9110

**Figure 6-3.—Inspection Record (Conditional).**

**AZf0603**



# INSPECTION RECORD

**(Periodical or Conditional)**

[illegible]

OPNAV 4790/22A (REV. 1-84) S/N 0107-LF-047-9110

**AZf0604**

**Figure 6-4.—Inspection Record (Phase).**

aircraft logbook or in the technical directives section of the AESR.

Some TDs direct conditional or periodic inspections of the aircraft, assembly, equipment, or component until the TD is incorporated. These inspections are logged on the TD form of the logbook. In instances where continuing inspections are required, you should perform the initial conditional inspection and make a logbook entry on the conditional inspection page. Initiate a local MRC, add the card to the applicable MRC deck, and comply with the continuing requirements as part of that required inspection. No additional inspection entries are required.

All inspection entries in the logbook must be certified by a signature.

- Q11. In what place should documents that contain additional data for which there is no designated place be stored?*
- Q12. On what form should monthly flight operational data be compiled throughout the service life of an aircraft?*
- Q13. The Inspection Record is used to record periodic and conditional inspections performed on the aircraft. On what designated page should phase inspections be logged?*
- Q14. When a phase inspection is recorded on the inspection record, flight time should be entered in the "Type or Description of Inspection" block. What additional information should appear in this block?*
- Q15. Hot start, hard landing, and overtemp are examples of conditions that require what type of inspection?*
- Q16. Conditional inspection record data should be retained in the aircraft logbook for what minimum period of time?*

#### **REPAIR/REWORK RECORD (OPNAV 4790/23A)**

The Repair/Rework Record form (fig. 6-5) contains a complete record of all repair, reconditioning, SDLM, conversion, modification, modernization, and ASPA inspections performed on the aircraft by an overhaul activity or commercial contractor. When an aircraft is transferred to a NADEP or contractor activity for rework, the aircraft logbook accompanies the aircraft. This logbook is brought up to date as necessary by the activity that performs the work. This procedure should be followed even though there is no change in

reporting custodian. This record is retained permanently.

#### **TECHNICAL DIRECTIVES (OPNAV 4790/24A)**

Technical Directives forms, which make up the TD section of the logbook, contain records of all Naval Air Systems Command (NAVAIRSYSCOM) TDs that affect the airframe structure and its integral parts. A separate form is used for each type of directive in this section.

The system for recording TD data is called the Technical Directive Status Accounting (TDSA) system. TDSA Lists Nos. 02 and 04 (figs. 6-6 and 6-7) are prepared and distributed to reporting custodians by the COMNAVAIRSYSCOM, which is the TDSA program manager. List No. 02 contains a listing of directives that apply to a specific bureau number and are not incorporated; and List No. 04 contains a listing of directives that apply to a specific bureau number and are reported as incorporated. Lists Nos. 02 and 04 are distributed to activities on a quarterly basis.

Upon receipt of the initial lists Nos. 02 and 04 of the same date, you should remove TD (airframe changes and bulletins) forms from the logbook; and after verification against the new lists, retain or destroy them at the discretion of the reporting custodian. Lists Nos. 02 and 04 may then be inserted in the TD section of the aircraft logbook, with List No. 02 preceding List No. 04. Whenever a new TD is received, add the TD to List No. 02. As TDs are complied with, annotate List No. 02 with the TD Status code (C) to the left of the Series (SER) column, and transcribe the information that applies to List No. 04. This provides a complete and up-to-date configuration listing of the aircraft at any given time.

A TD that affects a component for which an MSR, ASR, EHR, or SRC card is required is recorded in the TD section of the applicable MSR, ASR, EHR, or SRC card and on the applicable logbook or AESR TD record (multiply entry). In this instance, TD identification data is entered in the logbook or AESR TD record and a notation to refer to the applicable MSR, ASR, EHR, or SRC card is entered in the Title/Remarks column.

TDs are logged in numerical sequence except on pages titled "Revisions." Revisions are logged in the order in which the revisions are received.

Initiation and maintenance of the Technical Directives form is described in the following paragraphs. You should refer to figure 6-8 as you read these paragraphs.

[illegible]

**PERMANENT RECORD**  
**AZf0605**

6-11

TEC:		ASBE		RPT-CUST: VS-41						PUC: 000041	
MODEL:		S-3B		CTL-CUST: P						PED: 07/01	
BUREAU:		158814		INV-RMK: AUD WC5							
S E R	TD CD	BASC	PT IRA	P KIT	ISSUE DATE	MAN HRS	M L	RESC DATE	WORK UNIT	NINC	REMARK
*	50	0121 AND ALL PRIOR TRCODE 50'S IN HISTORY							*		
E	50	0216		A1	R	04/92	45	3	2Q01	722C000	GFE REQUIRED
E	50	0221		00	I	06/92	12	1	4Q96	13A6K00	
E	50	0242		00	I	07/92	15	1	3Q96	6436000	
E	50	0247	I	A1	U	10/92	9	3	3Q97	739F400	
E	50	0269	IA	A1	U	10/92	21	1	2Q95	62X6	
*	74	0183 AND ALL PRIOR TRCODE 74'S IN HISTORY							*		
E	74	0192	I	00	U	04/92	15	1	3Q496	1181100	
E	74	0195		00	U	06/92	10	1	3Q96	7481200	
NINC-TOTAL				5	NINC-MANHRS			102			

Figure 6-6.—TDSA List 02.

TEC:		ASBE		RPT-CUST: VS-41						PUC: 000041	
MODEL:		S-3B		CTL-CUST: P						PED: 07/01	
BUREAU:		158814		INV-RMK: AUD WC5							
S E R	TD CD	BASC	PT IRA	PT KIT	P R I DATE	MAN HRS	M L	INC DATE	ACTION ORGI PUC	INC	REMARK
E	50	0181		A1	R	04/91	13	3	10/92	000041	
E	50	0182		00	I	06/91	12	1	07/93	WC5120	
E	50	0183		00	I	07/93	11	1	09/93	WC5120	
E	50	0184		A1	U	10/92	8	3	10/93	000041	
E	50	0185	A	A1	U	10/93	20	1	10/94	WC5120	
E	50	0186		A1	R	11/94	22	1	12/95	WC5120	
E	50	0187		00	R	01/94	10	3	02/95	AZ4120	
E	50	0269	I	A1	U	10/92	8	1	02/96	000041	
*	74	0183 AND ALL PRIOR TRCODE 74'S IN HISTORY								*	
E	74	0188		00	U	06/90	12	1	07/94	WC5120	
E	74	0189		00	U	07/90	11	1	08194	WC5120	
		INC-TOTAL			7	INC-MANHRS			96		

Figure 6-7.—TDSA List 04.



**BASIC INFORMATION.** The information that you are required to enter at the top of each page is basic information. Enter the complete aircraft model designation, type of directive, and the aircraft BUNO. A separate sheet is required for each type of directive; therefore, when initiating a new sheet, you should enter the same basic information on both sides of the sheet at that time. This procedure prevents someone else from using the reverse side of the sheet for another type of directive at a later date.

**TECHNICAL DIRECTIVE IDENTIFICATION.** You should enter the TD identification data in this block. All TDs are accounted for in numerical sequence. To do this, you will need to leave spaces for TDs not yet received. You should enter the following information in the Technical Directive Identification block:

- The applicable kit number that is given on the TD. If there is no kit number assigned, enter "00."
- A priority code: I for immediate, U for urgent, R for routine, or K for record purposes.

**NOTE:** Priority code K is used when a modification has been completely incorporated by the contractor in all accepted equipment before the TD is issued.

**STATUS.** In this block, enter the Status code. Only the Status codes shown in table 6-1 should be used in

the aircraft logbook. Do not confuse codes in table 6-1 with codes used to annotate List No. 02.

**TITLE/REMARKS.** You should enter the title of the TD in this block. The title does not have to be the complete subject of the TD.

**COMPLIANCE.** In this block, you should enter the short title of the activity that complied with the TD and the date of compliance.

**SIGNATURE.** A person who has aircraft logbook signature authority signs in this block.

Only original accepting activities and NADEPs can use block entries on the Technical Directives form. This type of entry provides for a consolidated accounting of directives when the aircraft is new and upon completion of each standard rework. Block entries are used only when a series of consecutively numbered directives that have the same Status code are being documented. This enables subsequent custodians to determine the configuration of the aircraft without being required to screen the entire file of directives for applicability.

Some TDs consist of several parts. Logbook accounting of this type of directive presents special problems when the separate parts are assigned different priorities and are to be accomplished at different times. When this happens, you should use the following procedures:

- If all parts of the TD are to be accomplished by the same activity and at the same time,

**Table 6-1.—Technical Directive Status Codes**

CODE	DEFINITION	REMARKS
INC	Incorporated	Indicates a specified TD has been completely incorporated.
NINC	Not incorporated	Is a temporary pencil entry to indicate a TD has not yet been complied with.
PINC	Previously incorporated	Identifies TDs that were previously incorporated.
NA	Not applicable	Indicates that a TD is not applicable to a particular model aircraft or BUNO.
NIS	Not issued	Identifies TDs that have not or will not be issued, and TDs that have not been received.
CANX	Canceled	Identifies when a previously issued TD is canceled before it is incorporated.
Q	TD removal	Documents TDs that were installed, but subsequently removed.

use a regular single-line log entry for each part. The priority that appears in the log entry is the overall category assigned to the TD.

- When a TD is composed of several parts to be accomplished at different times, make separate consecutive log entries for each part, indicating the priority and status of each. Never include a multiple-part TD in a block entry unless all parts of the TD have been incorporated.
- In instances where a single line has been left for a directive that has not been received and a multiple-part TD is subsequently received, enter part 1 on the applicable TD page. Reference to the remaining parts of the TD should be made in this entry. The remaining parts of the TD should be recorded on the applicable TD revisions page.

Occasionally, your activity may need to remove a TD. This is especially true with power plant changes (PPCs). Document the removal of a TD much like the incorporation of a TD. On the TD logbook page, simply draw a single line through the previous Status code, and enter Status code "Q" in the same block, along with the initials of anyone authorized to sign logbooks. Finally, you must make an entry on the Miscellaneous/History record, specifying reason for removal of the TD, location of parts removed, the authorizing reference, and any other pertinent information.

For a detailed description of the TDSA system, you should refer to OPNAVINST 4790.2 and *The NAVAIR Technical Directives System*, NAVAIR 00-25-300.

- Q17. What document contains a listing of technical directives applicable to a specific bureau number and reported as not incorporated?*
- Q18. What document contains a listing of technical directives applicable to a specific bureau number and reported as incorporated?*
- Q19. A technical directive is being removed from an aircraft. What information should be entered in the Status Code block of the Technical Directive form?*

#### **MISCELLANEOUS/HISTORY (OPNAV 4790/25A)**

This section of the logbook (fig. 6-9) is used by operating activities to record significant information

that affects the aircraft for which no other space is provided in the logbook.

Examples of such information include:

- Abnormal flight characteristics
- Peculiar troubles of an undetermined nature
- Damage to the aircraft
- Major component changes not logged elsewhere
- Instance of aircraft or equipment exposure to large quantities of salt water, fire extinguishing agents, or other corrosive elements
- Authorizations for service period extension and PED, and operational service months (OPSERMOS) adjustment as a result of an ASPA inspection
- Verification of flight hours in period and since new on acceptance and transfer

The original activity that accepts an aircraft for the Navy should make a Miscellaneous/History logbook entry that shows the date the acceptance check flight was flown. A date, signature, and activity accomplishing the action will accompany all entries in this section. At the time of standard rework, items of historical value are transcribed to a new form and retained as a permanent part of the logbook.

When making entries on the Miscellaneous/History record, you should make sure that you accurately describe the situation that led to the entry. Some situations require specific wording to accurately describe the situation. Specific wording assists maintenance crews in the repair process by accurately describing what happened and at what maintenance level the situation occurred. Such wording also provides uniformity of entries from activity to activity. Some situations that require specific wording include:

- Changes in the aircraft's or equipment's authorized inspection interval.
- Change in the inspection induction date or hourly sequence of aircraft or equipment.
- Hydraulic contamination testing reveals Navy standard class V contamination has been exceeded.





- Completion of compass calibration. One of two entries is required. The correct entry depends on whether the compass is in or out of limits (see OPNAVINST 4790.2 for specific statement). As a minimum, record the type of compass calibrated, method of calibration, date compass was calibrated, and location where calibrated.
- Acceptance or transfer. An entry should be made that states that flight hours on the Monthly Flight Summary page and operating hours on the Equipment Operating Record have been verified to be correct.

A minimum of 2 years of data should be maintained in the Miscellaneous/History record. OPNAVINST 4790.2 contains a complete listing of situations that require a Miscellaneous/History page entry. OPNAVINST 4790.2 also includes the specific wording to be used for each situation.

*Q20. An entry on the Miscellaneous/History record of the aircraft logbook should be made upon receipt and transfer of an aircraft that states that what two records have been verified to be correct?*

## **PRESERVATION/DEPRESERVATION RECORD (OPNAV 4790/136A)**

This form is used in three records—the aircraft logbook, AESR, and MSR. The form is used to document preservation, represervation, and depreservation on aircraft or equipment. Entries are also required on uninstalled equipment if preservation MRCs or *Preservation of Naval Aircraft*, NAVAIR 15-01-500, specifies a preservation requirement. Aircraft preservation requirements, including type and length, can be found in applicable MRCs. Figure 6-10 shows a Preservation/Depreservation Record.

The Preservation/Depreservation Record is self-explanatory. Information required to make entries on this record is obtained from the MAF.

## **INSTALLED EXPLOSIVE DEVICE RECORD (OPNAV 4790/26A)**

The Installed Explosive Device Record form contains a record of all explosive devices currently installed in the aircraft. These include, but are not limited to, lap belt cartridges, initiators, canopy release, and seat ejection cartridges or devices. This form is shown in figure 6-11.

Figure 6-11 shows an Installed Explosive Device Record for an activity that uses the Survival Equipment Asset Tracking System/Increased Capabilities System (SEATS/ICAPS). SEATS/ICAPS is an automated system designed to standardize the management and reporting of Survival Equipment and Cartridge-Actuated Devices (CADs). SEATS is a database management system that provides users with an accurate means to process, store, and retrieve information on Aviation Life Support System (ALSS) items, such as parachutes. The SEATS program will be discussed later in this chapter. ICAPS is a database management system that provides users with a quick and accurate means to process, store, and retrieve information on cartridges, CADs, and aircrew escape propulsion systems (AEPS).

The ICAPS subsystem give users an automated method to perform the followings:

- Manage CADs and AEPS assets
- Generate reports and schedule workloads
- Maintain CADs and AEPS maintenance histories
- Print computer-generated Installed Explosive Device Record (OPNAV Form 4790/26A) forms

The program also lists all CADs used Navy-wide, and includes a part number and Department of Defense Identification Code (DODIC) index for each. In addition, the system automatically computes CAD service life expiration dates when the lot number and container open date data blocks have been completed.

All entries on the Installed Explosive Device Record are self-explanatory except the expiration date. The procedures used to compute expiration dates are outlined in *General Use Cartridges and Cartridge Actuated Devices (CADs) For Aircraft and Unique Aircraft Systems*, NAVAIR 11-100.1.1, *Aircrew Escape Propulsion System (AEPS) Device*, NAVAIR 11-85-1, and *Cartridges and Cartridge Actuated Devices for Bomb/Racks/Launchers, Bomb Dummy Units and Airborne Missile Systems (CADs)*, NAVAIR 11-100.1.3.

When installed explosive devices have extensions granted, you should update the ICAPS module database and print a new Installed Explosive Device Record. The authority that granted the extension (such as the message date-time group [DTG] and originator and/or

## PRESERVATION / DEPRESERVATION RECORD

[illegible]

OPNAV 4790/136A (1-84)

S/N 0107-LF-047-9682

**AZf0610**

**Figure 6-10.—Preservation/Depreservation Record.**

INSTALLED EXPLOSIVE DEVICE RECORD			A1. TYPE AIRCRAFT F-14A	A2. BU/SER 158612	A3. ASSEMBLY PART NUMBER	A4. ASSEMBLY S/N	A5. ORG CODE KB1			
SERVICE LIFE ITEMS										
B1. DODIC	B2. NOMENCLATURE/LOCATION		B3. PART NUMBER	B4. LOT NUMBER	B5. SERIAL	B6. ORG	B7. MFG DATE	B8. C/O DATE	B9. INST DATE	B10. EXPIRE DATE
M258	CART ACT INIT	/280	841AS100	SOS88C004002	0687	KB2	880331	920131	920229	000331
M258	CART ACT INIT	/280	841AS100	SOS88C004001	0009	WN1	880331	941031	941031	000331
M259	CART ACT INIT	/372-395	841AS125	SOS88E004002	0085	WN1	880531	941031	941031	000531
M259	CART ACT INIT	/372-395	841AS125	SOS88E004002	0086	WN1	880531	941031	941031	000531
M726	CART ACT INIT	/213	841AS225	SOS89A005001	0145	KB2	890131	920831	920831	970131
M726	CART ACT INIT	/292	841AS225	SOS89A005001	0146	KB2	890131	920831	920831	970131
M727	CART ACT INIT	/213	841AS250	SOS89A004001	0218	KB1	890131	960430	960430	970131
M727	CART ACT INIT	/213	841AS250	SOS89A004001	0219	KB1	890131	960430	960430	970131
M728	CART ACT INIT	/280	841AS275	UPC93C002003	0085	KB1	930331	960430	960430	010331
M728	CART ACT INIT	/345-395	841AS275	UPC93C002003	0086	KB1	930331	960430	960430	010331
M728	CART ACT INIT	/350	841AS275	UPC93C002003	0087	KB1	930331	960430	960430	010331
M741	GAS PRESS GEN	/350	841AS325	UPC89J003010	3764	KB2	890930	920131	920229	990131
M742	GAS PRESS GEN	/280	841AS475	SOS88B004001	0202	KB2	880229	920131	920229	990131
M742	GAS PRESS GEN	/280	841AS475	SOS88B004001	0203	KB2	880229	920131	920229	990131
M742	GAS PRESS GEN	/350	841AS475	SOS88B004001	0204	KB2	880229	920131	920229	990131
M742	GAS PRESS GEN	/350	841AS475	SOS88B004001	0205	KB2	880229	920131	920229	990131
M613	FCDC	/350	841AS350	ETI90H003018	1094341	WN1	900831	950131	950131	000131
M613	FCDC	/350	841AS350	ETI90H003018	10943041	WN1	900831	950131	950131	000131
MD63	FCDC	/350	841AS500	ETI86B002015	0282131	WN1	860228	900331	950131	970331
MD63	FCDC	/350	841AS500	ETI86B002015	0282132	WN1	860228	900331	950131	970331
MD74	FIRE EXT CART	/580 LG BOTTLE	841AS5252	NCI88D004005	261	KB2	880430	910630	910630	990131
LOCAL USE										

OPNAV 4790/26A

A7f061

Figure 6-11.—Installed Explosive Device Record (ICAPS).

the interim rapid action change [IRAC] number and manual affected) should be logged in the Remarks or Local Use column.

A single-line entry is required for each installed explosive device. All data columns must be completed. For nonserialized devices and devices that do not require a container open date, you should enter NA in the appropriate columns.

When explosive devices are installed in major assemblies or equipment (such as ejection seats and in-flight refueling stores), entries are made in the Installed Explosive Device Record of the appropriate AESR. When explosive devices are installed in personnel parachutes, entries are made on the Parachute Record. Explosive devices installed in other safety and survival equipment are recorded on the Seat Survival Kit (SSK) Record or Aircrew Systems Record. The installation of all other explosive devices is recorded on the Installed Explosive Devices Record of the aircraft logbook.

The possibility of transferring certain equipments from one aircraft to another during inspections, rework, periods of periodic maintenance, etc., emphasizes the need for careful and periodic checking of the Installed Explosive Device Record regarding the status of the explosive devices currently installed in the aircraft.

The Installed Explosive Device Record is maintained in a current status by all activities that have custody of and perform rework on aircraft in which explosive devices are installed. During SDLM, the rework activity transcribes all current information to a new form and discards the old form.

*Q21. When the Installed Explosive Device Record is documented, what specific entry should be entered in the Serial Number block for nonserialized devices?*

## **INVENTORY RECORD (OPNAV 4790/27A)**

The Inventory Record form, shown in figure 6-12, is used to maintain a current inventory of all components or assemblies that require ASRs, EHR cards, SRC cards, and MSRs. Mission configuration items, such as bomb racks or searchlights, are not required to be entered on this record.

It is impractical to include a specific list of such components since requirements vary according to the aircraft model. However, all airframe components/assemblies that require an ASR, an EHR, an SRC card, or items that require an MSR should be recorded on this

record. Sound maintenance practices and flight safety considerations dictate the items, other than mandatory, that should be recorded on this form.

Aircraft engines, propellers, auxiliary power units, ejection seats, and other major assemblies that require an AESR are NOT listed on this or any other form in the aircraft logbook. Remember, components, assemblies, or modules associated with equipment that require an AESR are to be recorded in the applicable section of AESRs and not with airframe components in the aircraft logbook.

**NOTE:** AESR, SRC card, EHR, ASR, MSR, Parachute Record, Seat Survival Kit Record, Aircrew Systems Records, and Aircrew Personal Equipment Record items are inventoried during each phase inspection for the applicable equipment that is being inspected. A locally prepared form that lists items that require an ASR, MSR, EHR card, or SRC card should be used. This form should consist of a preprinted item list with a column to record item serial numbers. The items in the list should match the record of installed items in the aircraft.

## **ASSEMBLY SERVICE RECORD (ASR) (OPNAV 4790/106A)**

The Assembly Service Record (ASR) (figs. 6-13 and 6-14) provides data tracking on assemblies and subassemblies that have rework or overhaul life limits and are designated to be removed at organizational-, intermediate-, or depot-level maintenance activities and discarded.

The loss of an ASR can cause the loss of the assembly to the supply system; therefore, you must be able to reconstruct the assembly's history to determine a course of action if the ASR is not available. The Aeronautical Time Cycle Management Control Repository at COMNAVIAIRSYSCOM determines what action is needed if an ASR is lost. To enable the repository to accomplish this task, the repository must receive misplaced and canceled ASRs, copies of all updated records after rework, and copies of all new ASRs generated for new ASR items. A description of the ASR follows.

The top section of the ASR is used to identify the assembly by nomenclature and to record the assembly's replacement due, replacement interval, and time remaining information.

Replacement due indicates the number of hours or counts on the equipment or aircraft at which time the

[illegible]

**Figure 6-12.—Inventory Record.**

6-21

REPLACEMENT DUE	REPLACEMENT INTERVAL	TIME REMAINING
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9
10	10	10
11	11	11
12	12	12
13	13	13
14	14	14
15	15	15
16	16	16
17	17	17
18	18	18
19	19	19
20	20	20
21	21	21
22	22	22
23	23	23
24	24	24
25	25	25
26	26	26
27	27	27
28	28	28
29	29	29
30	30	30
31	31	31
32	32	32
33	33	33
34	34	34
35	35	35
36	36	36
37	37	37
38	38	38
39	39	39
40	40	40
41	41	41
42	42	42
43	43	43
44	44	44
45	45	45
46	46	46
47	47	47
48	48	48
49	49	49
50	50	50
51	51	51
52	52	52
53	53	53
54	54	54
55	55	55
56	56	56
57	57	57
58	58	58
59	59	59
60	60	60
61	61	61
62	62	62
63	63	63
64	64	64
65	65	65
66	66	66
67	67	67
68	68	68
69	69	69
70	70	70
71	71	71
72	72	72
73	73	73
74	74	74
75	75	75
76	76	76
77	77	77
78	78	78
79	79	79
80	80	80
81	81	81
82	82	82
83	83	83
84	84	84
85	85	85
86	86	86
87	87	87
88	88	88
89	89	89
90	90	90
91	91	91
92	92	92
93	93	93
94	94	94
95	95	95
96	96	96
97	97	97
98	98	98
99	99	99
100	100	100

OPNAV 4790/106A (REV. 10-92) S/N 0107-LF-014-9800 PERMANENT RECORD AZ0613

**PERMANENT RECORD  
AZ10613**

[illegible]

**Figure 6-14.—Assembly Service Record (ASR) (back).**

assembly must be removed. Hours or counts come from operating records that indicate elapsed time operated or counts (cycles run) on the equipment or aircraft. From these hours or counts, replacement due should be computed in accordance with procedures in the latest edition of OPNAVINST 4790.2. When computing replacement due, you should screen all portions of the ASR to determine what component has the least operating time remaining.

Figures 6-13 and 6-14 show an ASR for a servo cylinder installed on BUNO 149725 with two components, the trunnion assembly and the housing assembly installed on the servo cylinder. The trunnion assembly is authorized 4,200 operating hours between overhauls and has accumulated no operating hours since overhaul, so the assembly can be operated for 4,200 hours. The housing assembly is authorized a total service life of 5,700 hours before it must be retired (discarded). The housing assembly has accumulated 4,000 hours and can now be operated for 1,700 hours. The servo cylinder is authorized 1,800 operating hours between overhauls and has accumulated zero operating hours. In this example, the housing assembly (1,700 hours) becomes the determining factor when the replacement due is computed. The 1,700 hours is added to the aircraft time-since new at the time of installation as follows:

Aircraft Time Since New	8,975
Housing Assembly Operating Hours	+ 1,700
Replacement Due	<u>10,675</u>

In this example, the servo cylinder must be removed from the aircraft when the aircraft reaches 10,675 operating hours. In other words, the aircraft can operate for 1,700 hours after installation of the servo cylinder before the servo cylinder must be removed from the aircraft. Replacement intervals are outlined in applicable PMICs.

Section I of the ASR is the Identification Data section. All blocks must be completed.

Section II lists all life limited and forced removal subassemblies. The maximum flight hours or counts expended on any subassembly determine when a particular assembly must be removed.

Section III is used to record installation of an assembly. When assemblies are installed, verify all existing entries for aircraft and equipment hours or counts and assembly hours or counts.

Section IV records instances of removal. Ensure a reason for removal and a job control number (JCN) is

entered in Block “D” of this section. This assists maintenance personnel in future repair or rework actions of the assembly.

Section V is used to document TD installation and removal. Notice that the TD Identification section contains the same information as the “F” record of the MAF.

Section VI contains Repair/Rework/Overhaul/Exceedances data. Record all repair, rework, or overhaul actions in this section. Record any instances of exceedances during operation and the level of exceedance. Refer to the latest edition of the OPNAVINST 4790.2 for specific details and procedures for recording data in this section.

*Q22. An ASR is lost. What activity should you contact for information required to reconstruct a replacement ASR?*

**EQUIPMENT HISTORY RECORD (EHR)  
CARD (OPNAV 4790/113)**

The Equipment History Record (EHR) Card (figs. 6-15 and 6-16) provides a method of monitoring specific maintenance data on maintenance engineering cognizant field activity (MECFA) designated components. The EHR card also tracks maintenance data for equipment that does not qualify as an SRC card item. Quick engine change kits (QECKs) and armament equipments are examples of EHR card equipment. An individual card for each EHR component is maintained as part of the aircraft logbook as long as the component is installed. When a component is removed from the aircraft, the EHR card should be closed-out, and the card should accompany the component.

**NOTE:** Do not track SRCs with EHR cards. Loss of an EHR card does not prevent use of the component.

Each MECFA is responsible for maintaining the history of EHR components. To accomplish this function, the user must forward canceled cards, copies of updated cards, and copies of new cards generated for EHR items to the appropriate MECFA. The respective MECFAs maintain this information and respond to requests for EHR data.

**SCHEDULED REMOVAL COMPONENT  
(SRC) CARD (OPNAV 4790/28A)**

The complete maintenance history, installation, and usage data for all items designated as scheduled removal components are recorded on the SRC card



# EQUIPMENT HISTORY RECORD (EHR) CARD

[illegible]

**Figure 6-15.—Equipment History Record (EHR) Card (front).**



(figs. 6-17 and 6-18). SRC cards are maintained as part of the aircraft logbook, AESR, or MSR as long as the component is installed in the aircraft or equipment. When the component is removed from the aircraft or equipment, the SRC card should be closed out, and the card accompanies the component. The card is also used to record the maintenance history on any item that requires monitoring, tracking, and trending of failure data by the CFA via the PMIC.

The ATCM at COMNAVAIRSYSCOM maintains the central repository for aviation SRC cards. Copies of SRC cards updated after SDLM or rework and all new cards generated for new SRC card items are sent to this repository. You should forward misplaced and canceled SRC cards to this repository. This central repository responds to all requests for information regarding SRC cards. You should request this data by telephone, message, or letter consistent with the priority requirements for the information.

When components are shipped between activities, the following procedures should be followed to reduce the possibility of loss or damage to the SRC card:

- The SRC card is inserted and sealed in a plastic, return material document envelope, and is not to be removed by anyone except the user or recipient. No other documents are to be placed in the same envelope with the SRC card.
- If the component is placed in a box or container for shipment, the SRC card (in the envelope) is attached to the component before the component is put in the box or container. **Do not attach the SRC card to the outside of the shipping container.**
- If the component is shipped in an open crate or without a container, make sure the envelope that contains the SRC card is securely attached to the component.

Directions for maintaining SRC cards are in the NAVAIR 01-XXXX-6 series of PMICs when the PMICs are under the NAVAIR Publication Numbering System. When PMICs are under the Technical Manual Identification Numbering System, you should follow directions provided for publications in the A1-XXXXX-MRC-000 series of PMICs.

**NOTE:** The Xs in the above publication numbers stand for aircraft or manufacturer designators and vary

from aircraft to aircraft and manufacturer to manufacturer.

Original SRC cards are initiated as follows:

- SRC cards for components installed on, or delivered with, major aeronautical equipments (such as aircraft and engines) are the responsibility of the activity that accepts such major equipment for the Navy. The delivery point ensures the SRC cards are copied, and that a copy is forwarded to the ATCM Central Repository at COMNAVAIRSYSCOM.
- SRC cards for new components received into the Navy supply system are the responsibility of the original activity that accepts such components for the Navy. The original activity forwards a copy of all SRC cards to the ATCM Central Repository at COMNAVAIRSYSCOM.

An SRC card is kept current during rework. Upon completion of rework, the SRC card that reflects the current status of the component is copied, and a copy is forwarded by the NADEP to the central repository. This procedure applies to components reworked individually and concurrently as part of an aircraft rework process. The SRC card should be attached to components returned to the supply system as spares or inserted in the aircraft logbook, as appropriate.

When SRC cards become damaged or mutilated, the activity that has current custody initiates a new card, and transcribes all information to the new card. When notified that SRC cards are no longer required via a change to the applicable NAVAIR 01-XXXX-6 manuals, reporting custodians should annotate the affected SRC cards to show the deletion authorization. Reporting custodians should then forward the cards to the central repository for purging from the master file.

Card maintenance is important, and all of the required data should be entered. When a card contains no space for additional entries, a new card should be prepared. First, verify that the Identification Data section, including the Replacement Interval and Replacement Due blocks, is complete and accurate. Replacement intervals are outlined in applicable PMICs. Replacement due is computed at the time of the installation of the component and equals total hours or counts on the aircraft or equipment plus the replacement interval minus the hours or counts on the

# SCHEDULED REMOVAL COMPONENT CARD

[illegible]

**OPNAV 4790/28A (REV. 1 - 84) S/N 0107-LF-047-9142**

**PERMANENT RECORD**  
**AZf0617**

**Figure 6-17.—Scheduled Removal Component (SRC) Card (front).**



component being installed. For example, a component that has a 500-hour replacement interval with 100 hours accumulated since overhaul that is installed on an aircraft with 1,050 hours will have a replacement due of 1,450 hours.

Then, recalculate existing entries in the installation and removal data section to ensure correctness. If the new card is being initiated in conjunction with the installation of a component, record the last installation action performed on the new card. If a component is NOT being installed, record the last installation and corresponding removal action on the new card. Finally, forward a copy of the new card and the original SRC card to the central repository. Entries must be typed or plainly printed in black ink.

You should refer to the latest edition of OPNAVINST 4790.2 for detailed initiation, maintenance, and disposition procedures for the SRC card. The ATCM Central Repository at COMNAVAIRSYSCOM should be contacted if questions arise about a required course of action concerning SRCs.

*Q23. What is the disposition of an SRC card for a component when the component is removed from the aircraft or equipment?*

*Q24. You place an SRC card in a plastic, return material document envelope for a component transfer. Before you seal the envelope, what other document, if any, should you place inside the envelope with the SRC card?*

## **AVIATION LIFE SUPPORT SYSTEM (ALSS) HISTORY RECORDS**

This section of the aircraft logbook contains a file of all aircraft-installed ALSS history records, excluding aircraft equipped with ejection seats. When an aircraft has ejection seats, the records will be inserted into the appropriate ejection seat AESR. These records are normally documented by aircrew survival equipment personnel (PRs). However, as a logs and records clerk, you may be required to extract information from or enter information into these records.

Most operating activities use the Survival Equipment Asset Tracking System (SEATS) program

to manage, report, identify, and generate “hard copies” of ALSS records. The SEATS subsystems provide users the following capabilities:

- ALSS asset inventory management
- Workload scheduling
- Forecasts of expiring parts
- ALSS history record maintenance
- Scheduling and tracking of TD compliance
- Scheduling of inspections
- Computer-generated ALSS history forms (Parachute Records, Aircrew System Records, etc.)

You should refer to OPNAVINST 4790.2 and the *Survival Equipment Asset Tracking System/Increased Capabilities (SEATS/ICAPS) User's Manual* that accompanies the system for SEATS/ICAP operation and documentation procedures.

### **Parachute Record (OPNAV 4790/101)**

The Parachute Record, figure 6-19, keeps track of the current configuration and inspection record of a parachute assembly and its components throughout the service life of the equipment. The SEATS computer-generated Parachute Record should be filed in the aircraft logbook or ejection AESR where the parachute is installed.

The activity that places the parachute assembly into service initiates the Parachute Record. The aircraft BUNO should be entered in pencil. Upon receipt of a parachute assembly, the receiving activity should verify the completeness and accuracy and resolve any discrepancies with the issuing activity before acceptance of the assembly. Upon installation of the parachute assembly, the record should be forwarded to maintenance control for insertion into the aircraft logbook or ejection seat AESR.

### **Seat Survival Kit Record (OPNAV 4790/137)**

The Seat Survival Kit (SSK) Record keeps track of configuration and inspection information for an SSK and its components throughout the service life of the

## PARACHUTE RECORD

BASIC ASSEMBLY INFO	A1. TYPE ASSEMBLY A/P28S-32(V)4	A2. SERIAL NUMBER MB0600	A3. PART NUMBER MBEU147713	A9. LATEST RFI 920608	A12. SCHD RMVL DATE 980309
	A4. CONFIGURED FOR (TECS) AFWE	A5. CUSTODIAN ORG CODE GB8	A6. BU/SER NUMBER 159633	A8. RFI SHF CYC 90	A11. INSP CYCL 2190
SIGNA- TURES	A13. PACKED (NAME) PR2 R. JOHNSON	A14. INSPECTED (NAME & QA STAMP #) PR1 D. HEARN M13	A15 ORG CODE W5F	A7. RFI DATE 920310	A10. DATE ISSUED 920310

## SERVICE LIFE ITEMS

B1. NOMENCLATURE	B2. PART #	B3. CONT #/LOT #	B4. SER #	B5. MFG DATE	B6. INSTL DATE	B7. EXP DATE
CANOPY PARA ASSY	MBEU147610	N0019-85-C-0143	UNK	910731	920301	040331
RISERS ASSY	MBEU147689	N0019-85-C-0143	UNK	910531	920301	040331
WITHDRAWAL LINE	MBEU147607	N0019-85-C-0143	UNK	911101	920301	040331
SLEEVE DEPL ASSY	MBEU147716	N0019-85-C-0143	UNK	910831	920301	040331
STRAP CROSS CNTR	MBEU141488	N0019-85-C-0143	UNK	910731	920301	040331
ELECT PACK ASSY	852AS101	CAX91L004-052	29665	911130	940216	991130
ELECT PACK ASSY	852AS101	CAX91L004-052	29666	911130	940216	991130
BATTERY	852AS102	CAX94A002-041	0126	940131	940216	980131
BATTERY	852AS102	CAX94A002-041	0127	940131	940216	980131

.....  
**CARTRIDGES AND CARTRIDGE ACTUATED**

## DEVICES

[illegible]

## TECHNICAL DIRECTIVES

[illegible]

**OCCASIONAL USE**

**Figure 6-19.—Parachute Record (SEATS).**

equipment (fig. 6-20). The SEATS computer generated Seat Survival Kit record is a single-sided record designed to be filed in the aircraft logbook or the ejection seat AESR in which the SSK is installed.

The activity that places the SSK into service should initiate the SSK record. When the SSK is issued to a custodian, the receiving activity should verify the completeness and accuracy of the record, and resolve any discrepancies with the issuing activity prior to acceptance of the SSK. Once an SSK is installed, the SSK record should be forwarded to maintenance control for insertion into the aircraft logbook or ejection seat AESR. When an SSK is transferred, its SSK record should be attached to the equipment and should accompany the SSK to its new destination.

### **Aircrew Systems Record (OPNAV 4790/138)**

The Aircrew Systems Record, figure 6-21, provides a continuous configuration and inspection history of ALSS components, kits, and assemblies. The SEATS computer-generated Aircrew Systems Record should be filed in the logbook of the aircraft in which the component, kit, or assembly is installed.

The Aircrew Systems Record should be initiated by the activity placing the component, kit, or assembly into service. When a new record is initiated, applicable data is transcribed to a new record and verified and the old record is either retained or destroyed in accordance with command directives. Accepting activities should review and verify aircrew systems records for completeness and accuracy. Any discrepancies found by the accepting activity should be resolved with the issuing activity prior to acceptance. When the component, kit, or assembly is installed, the record should be forwarded to maintenance control for insertion into the aircraft logbook. The Aircrew System Record should accompany the component, kit, or assembly whenever these components are sent to an I-level activity for inspection or maintenance and when the component, kit, or assembly is transferred to a new custodian.

### **Aircrew Personal Equipment Record (OPNAV 4790/159)**

This record, shown in figure 6-22, provides a record of the current configuration of all personal equipment issued to aircrewmembers. Only items of ALSS that require inspection at the O-level of maintenance should be documented on this record. All item of ALSS

requiring I-level maintenance should have a separate Aircrew Systems Record.

The Aircrew Personal Equipment Record should be initiated by an O-level activity upon initial issue of personal equipment to the aviator or aircrewman. Each aviator or aircrewman should have a separate file containing the Aircrew Personal Equipment Record and separate Air Systems Records as necessary. Maintenance actions performed on an aircrewman's equipment should be documented on the MAF. The Aircrew Personal Equipment Record must be retained for a minimum of 6 months or one complete inspection cycle, whichever is greater.

*Q25. Upon installation of a parachute assembly, what is the disposition of the parachute record?*

## **AIRCRAFT INVENTORY RECORD**

**LEARNING OBJECTIVES:** Define the purpose of the aircraft inventory record. Identify procedures to record equipment shortages when aircraft are transferred or accepted.

The aircraft inventory records are part of the complete packet of the logs and records maintained on each aircraft. To record aircraft inventory data accurately and properly, you, the AZ, should have a knowledge of their general content and use. Normally, material control work center personnel supervise and coordinate (in conjunction with production division personnel) the inventory of aircraft upon acceptance and transfer.

The aircraft inventory record establishes a formal, continuous chain of accountability for specific equipment and material installed on or designated for use on any aircraft of a specified type, model, and series (T/M/S). A Master Aircraft Inventory Record (MAIR) that identifies those items of installed and loose equipment for which a periodic inventory must be accomplished is maintained by NAVAIR. A MAIR is maintained as the standard for each T/M/S aircraft.

Aircraft are transferred and accepted only after an equipment and item inventory and notation on the forms of the aircraft inventory record are completed. This inventory record is NOT to be considered a packing list, bill of materials, or configuration list. Selection of items to be included in the inventory record is governed by the following list, without regard to whether the items are government- or contractor-furnished equipment:



# SEAT SURVIVAL KIT RECORD

BASIC ASSEMBLY INFO	A1. TYPE ASSEMBLY SKU-2	A2. SERIAL NUMBER 1370	A3. PART NUMBER 221J100-1	A4. FSCM 30941	A10. LATEST RFI 970304	A13. SCHD RMVL DATE 980227
	A5. CONFIGURED FOR (TECS) AAED	A6. CUSTODIAN ORG CODE GB8	A7. BU/SER NUMBER 156479	A9. RFI SHF CYC 90	A12. INSP CYCL 448	
SIGNA- TURES	A14. PACKED (NAME) PR3 J. JONES	A15. INSPECTED (NAME & QA STAMP #) PR1 R. JOHNSON 478	A16. ORG CODE W5F	A8. RFI DATE 991204	A11. DATE ISSUED 961206	

## SERVICE LIFE ITEMS

B1. NOMENCLATURE	B2. PART #	B3. CONT #/LOT #	B4. SER #	B5. QTY	B6. MFG DATE	B7. INSRV DATE	B8. EXP DATE
BEACON URT-33A	7037618-10	N00383-95-C-5513	001001	1	960601	961203	
BATTERY	7747390-10	F41608-92-D-3079	001211	1	961001	961201	991031
ASPIRIN	51079 005 22	7L398	NA	10	941101	961203	991130
EYE OINTMENT	0168-0079-038	6041	NA	1	941001	961203	991031
IMODIUM	50458-400-01	95B100	NA	10	950201	961203	000228
SIGNAL SMOKE	712793	ATV94L005008	NA	2	941130	961204	InDefinite
BAGGED WATER	MIL-W-44126	088-2	NA	3	931201	961203	981231

02. SYS TEST:	C1. COMPLETED (NAME) PR3 B. BROWN	C2. INSPECTED (NAME & QA STAMP #) PR1 R. SMITH 81B	KIT TECHNICAL DIRECTIVES
------------------	--------------------------------------	---	--------------------------

LIFE RAFT HISTORY	E1. TYPE ASSY LR-1	E2. PART # MIL-L-81542A9AS0	E3. CONTRACT # N00383-92-C-4639	E4. FSCM 30003	E5. SER # 876	D1. TYP	D2. NO.	D3. REV	D4. AM	D5. QA	D6. ORG	D7. DATE	D8. STAT
----------------------	-----------------------	--------------------------------	------------------------------------	-------------------	------------------	---------	---------	---------	--------	--------	---------	----------	----------

RAFT TEST RECORD	E6. TEST CYCLE: 1	E7. COMPLETED (NAME) PR3 J. JONES	E8. INSPECTED (NAME & QA STAMP #) PR1 R. JOHNSON 478	66 0468	81B W5F	920801	INC
				67 0556 C 1	81B W5F	920801	INC

## RAFT TECHNICAL DIRECTIVES

F1. TYP	F2. NO.	IF3. REV	IF4. AM	IF5. QA	F6. ORG	F7. DATE	IF8. STAT	IF1. TYP	F2. NO.	IF3. REV	IF4. AM	IF5. QA	F6. ORG	F7. DATE	IF8. STAT

LOCAL USE

OPNAV 4790/137

PAGE 01 OF 01  
AZ10620

Figure 6-20.—Seat Survival Kit Record (SEATS).

AIRCREW SYSTEMS RECORD	A1. TYPE ASSEMBLY SKU-2	A2. SERIAL NUMBER 156	A3. PART NUMBER 63A80H1-601	A4. FSCM 30003	A5. CONT # N00383-94-C-045P
------------------------	----------------------------	--------------------------	--------------------------------	-------------------	--------------------------------

SERVICE LIFE ITEMS

B1. NOMENCLATURE	B2. PART #	B3. CONT #/LOT #	B4. DODIC	B5. SER #	B6. QTY	B7. MFG DATE	B8. INSTL	B9. EXP DATE
RADIO SET PRT-5	10800000	N00383-91-C-9259		02005	1	910331	961216	
BATTERY PACK	10800100	451-95-M-M534		0114	1	951231	961216	980430
RADIO PRC-90-2	A3-01-0307	FA1608-88-C-3889		25771	1	920228	961216	
BATTERY BA1568U	BA-1568U	DAAB07-95-D-1023		114	1	950430	961216	980430
BAGGED WATER	MIL-W-44126	L523		NA	17	940531	961216	990531
BAGGED WATER	GC536W1	01		NA	15	930630	961216	980630
FOOD PACKETS	MIL-F-15381	UNK		NA	20	930228	961216	
EYE OINTMENT	0168-0079-38	CON 87-002		NA	2	950131	961216	980131
SIGNAL KIT	2112952	SGK92L002003	L258	NA	2	921130	961216	InDefinite
MAR SMOKE ILL	3139734	MEI93B001018	L283	NA	6	930228	961216	InDefinite
POVIDONE IODINE	NDC0034-2100-02	2K53		NA	2	940430	961216	970930
STROBE LT SDU-5E	MIL-L-38217	UNK		12200	1	900731	961216	
BATTERY	BA1574U	DAAB07-95-F-0027		UNK	1	950731	961216	980731
MAR SMOKE ILL	3139734	MEI94L002021	L283	NA	4	941130	961216	InDefinite

TECHNICAL DIRECTIVES

C1. TYP	C2. NO.	C3. REV	C4. AM	C5. QA	C6. ORG	C7. DATE	C8. STAT	C1. TYP	C2. NO.	C3. REV	C4. AM	C5. QA	C6. ORG	C7. DATE	C8. STAT	C1. TYP	C2. NO.	C3. REV	C4. AM	C5. QA	C6. ORG	C7. DATE	C8. STAT
67	0684	A		45B	W5F	960512	INC																
67	0808			45B	W5F	960512	INC																
67	0805			45B	W5F	960512	INC																
67	0657	A		45B	W5F	960512	INC																

LOCAL USE

CURRENT INSPECTION DATA AND SIGNATURES

D1. PACKED (NAME)		D2.. INSPECTED (NAME & QA STAMP #)		D3. TEST CYCLE	D4. ORG CODE	
PR3 B. BROWN		SGT R. YANEZ 75B		1	W5F	
D5. RFI DATE	D6. RFI SHF CYC	D7. LATEST RFI	D8. CUSTODIAN ORG CODE	D9. DATE ISSUED	D10. INSP CYCL	D11. SCHD RMVL DATE
961217	90	970317	GB8	961218	224	970730

OPNAV 4790/138

Figure 6-21.—Aircrew Systems Record (SEATS).

AIRCREW PERSONAL EQUIPMENT RECORD	A1. NAME R. BOYLES	A2. RANK/RATE LTCOL	A3. FLT BILLET PILOT	A4. ORG GB8	A5. BU/SER RB1486	RFI DATE 961220	INSP CYC 30	DUE DATE 970119
--------------------------------------	-----------------------	------------------------	-------------------------	----------------	----------------------	--------------------	----------------	--------------------

AIRCREW EQUIPMENT LOG

B1. NOMENCLATURE	B2. EQUIP. TYPE	B3. CONT #/LOT #	B4. DODIC	B5. SER #	B6. QTY	B7. CYC	B8. MFG	B9. INSTL	B10. EXP DATE
COVERALLS FLYER R	8415010438387	DLA100-92-C-0443		RB1486	3	360	920331	940115	
FLYER JACKET IN	MIL-J-7823	DLA100-91-F-EC86		RB1486	1	360	910131	920512	
FLYER GLOVES	MIL-G-81188	DLA100-90-D-4010		NA	1	360	950228	961127	
HELMET HGU-85P	89D7981-7	N00383-92-G-K500		07511	1	90	940531	961127	
MASK MBU-16V1P	G012-1050-01	UNK		188	1	30	890331	961127	
ANTI-G CSU-13P	MIL-A-83406B	F41608-89-D-2035		007320	1	180	890430	921015	
HARN ASSY PCU33P	829AS100-7	N00383-83-C-1611		0045	1	90	840331	930106	990331
SURV VEST SV-2B	67A100D2-401	DLA100-90-C-0551		00147	1	90	950331	950823	
SURVIVAL KNIFE	MIL-K-8662	N00077-92-D-4410		RB1486	1	90	920430	920512	
STROBE LT SD-5E	MIL-L-38217	DLA400-87-F-2352		122259	1	90	890630	950823	
BATTERY	BA1574U	DAAB02-95-F-0027		0129	1	90	950731	950823	950731
FLASHLIGHT	MX-991U	UNK		RB1486	1	90		950823	
SNAP HOOK KNIFE	MIL-K-25594	N00383-90-C-8967		NA	1	90	910531	950823	
WRIST COMPASS	WCC100	N00383-85-C-4188		NA	1	90	940228	950823	
SIGNAL MIRROR	MIL-M-18371-E	DLA400-86-C-5285		NA	1	90	860331	950823	
MAR SMOKE & ILL	3139734	MEI93B001018	L283	UNK	1	90	930228	950823	InDefinite
SIGNAL KIT	2150423	SGK88H001011	L118	UNK	1	90	880831	950823	InDefinite
FLIGHT BOOTS	MIL-B-24911	DLA100-90-C-4307		NA	1	360	910630	961006	
BATTERY	BA1574U	DAAB02-95-F-0027		0129	1	90	950731	950823	980731

TECHNICAL DIRECTIVES

C1. EQUIPMENT TYPE	C2. SER #	C3. TYP	C4. NO.	C5. REV	C6. AM	C7. QA	C8. ORG	C9. DATE	C10. STAT	C1. EQUIPMENT TYPE	C2. SER #	C3. TYP	C4. NO.	C5. REV	C6. AM	C7. QA	C8. ORG	C9. DATE	
MBU-16V1P MASK	188	66	560			47	GB8	950808	INC	MAR SMOKE & ILL	UNK	67	684	A		47	GB8	950808	INC
SIGNAL KIT	UNK	67	657	A		47	GB8	950808	INC	HGU-85 HELMET	07511	66	499			47	GB8	950808	INC
SV-2B SURV VEST	00147	66	569		1	47	GB8	950808	INC	SV-2B SURV VEST	00147	67	820			24	GB8	950821	INC
SV-2B SURV VEST	00147	66	599	A		24	GB8	950821	INC	SV-2B SURV VEST	00147	66	436	A		47	GB8	950808	INC

OPNAV 4790/159

Figure 6-22.—Aircraft Personal Equipment Record (SEATS).

- Special equipment items essential to the health, safety, and morale of the crew; for example, bedding, life rafts, first aid kits, crash axes, and portable fire extinguishers
- Equipment and material required for the protection of the aircraft during flight and overnight storage; for example, covers for control locks, plugs, and external openings
- Items of equipment subject to pilferage or that are readily convertible to personal use; for example, clocks, tool kits, compasses, mirrors
- All classified items that are installed or for which installation provisions have been incorporated on the aircraft, except when items are accounted for by an authorized classified material accounting system during aircraft transferring actions
- All items of loose equipment applicable to an aircraft that are designated for transfer by the aircraft controlling custodian (ACC), type commander (TYCOM), or Naval Air Systems Command (NAVAIR) whenever the aircraft is transferred
- All mission-essential equipment that cannot be installed in an aircraft that has been configured for other missions

The following is a list of items that are EXCLUDED from the aircraft inventory record:

- Items of equipment that are rigidly fixed and are considered to be an integral part of the aircraft; for example, engines, propellers, wheels, tires, brakes, instruments, ejection seats
- Items that are considered personal issue and are furnished or authorized by a squadron allowance
- Equipment and material that is authorized by the Individual Material Readiness List (IMRL)
- Equipment and material that is provided on less than a one-per-aircraft basis and is accounted for by another material accounting system

- ACC/TYCOM-controlled material

NAVAIR is the sole authority for change and revision of aircraft inventory record. If the inventory recordAIR becomes lost or destroyed, the reporting custodian reconstructs the record by using a copy of the MAIR provided by NAVAIR and by conducting a physical inventory of the applicable aircraft.

When an aircraft is transferred on site, designated inventory teams from the transferring and accepting activities jointly inventory the aircraft. The teams record, in the appropriate column of the aircraft inventory record equipment list, the quantity of each item on board the aircraft at the time of transfer. When a ferry pilot is required to effect an aircraft transfer, two inventories are made-one before the ferry flight by the transferring activity and one upon completion of transfer by the accepting activity. The aircraft ferry pilot accepts custody of pilfer-able and classified equipment from the transferring activity and transfers custody of this equipment to the accepting activity but does not otherwise participate in these inventories.

When shortages of inventory items are revealed while an aircraft is being prepared for transfer, every effort should be made to locate the items before transfer. However, transfer of the aircraft should not be delayed pending replacement of the item. The transferring organization makes entries on the equipment list form and the shortages form, furnishing justification and information that the accepting activity can use to obtain replacement.

When shortages are discovered upon receipt of an aircraft and are not properly recorded in the aircraft inventory record, the receiving organization itemizes the shortages and submits a list of such shortages to the organization from which the aircraft was received within 10 working days. In all cases, the authority to transfer aircraft with shortages must be obtained from the ACC/IYCOM before transfer. A certification and record of transfer should be completed at the time of transfer or receipt of the aircraft, as applicable.

*Q26. What document is used to establish a formal, continuous chain of accountability for specific equipment and material installed on or designated for use on an aircraft?*

*Q27. Receiving activities should submit a list of items missing from an aircraft to the transferring activity within what prescribed number of days?*

## AIRCRAFT WEIGHT AND BALANCE RECORD SYSTEM

**LEARNING OBJECTIVE:** Define the purpose of aircraft weight and balance program.

The requirements, procedures, and responsibilities for weight and balance control of Navy aircraft are listed in *USN Aircraft Weight and Balance Control*, NAVAIR 01-1B-50. *The Weight and Balance Data*, NAVAIR 01-1B-40, is a technical manual that provides activities with a standard system of weight and balance control. A weight and balance handbook is maintained for each assigned aircraft. The handbook charts, forms, and records should be maintained in accordance with the instructions given in NAVAIR 01-1B-40 and NAVAIR 01-B-50. The weight and balance system requires the use of the following charts and forms:

- Record of Weight and Balance, DD Form 365
- Chart A, Basic Weight Checklist, DD Form 365-1
- Form B, Airplane Weight Record, DD Form 365-2
- Chart C, Basic Weight and Balance Record, DD Form 365-3
- Chart E, load data, charts, graphs, and weighing procedures for an aircraft
- Form F, Weight and Balance Clearance, DD Form 365-4

All aircraft must be weighed upon completion of SDLM. Aircraft must also be weighed under each of the following conditions:

- When changes, modifications, or repairs are accomplished and calculated or actual weight and moment data for these changes are not available.
- When recorded weight and balance data are suspected of being in error.
- When unsatisfactory flight characteristics are reported by the pilot, and these characteristics cannot be traced to flight control system malfunction, improper aircraft loading, or errors in weight and balance data and computations.

- When weight and balance handbooks have been lost or damaged. (A new record must be promptly prepared.)
- When an aircraft has been painted.
- When an aircraft has not been weighed in five years.

*Q28. What is the purpose of the aircraft weight and balance system?*

## SUMMARY

The aircraft logbook provides a complete history of aircraft inspection, flight hours flown, modification, and major aircraft repairs. The current aircraft custodian may correct obvious errors in aircraft logbook record keeping without reference to the previous custodian. The original accepting activity initiates the aircraft logbook when it accepts an aircraft into the Navy inventory. In an organizational-level maintenance activity, the maintenance material control officer oversees the upkeep of the aircraft logbook and associated records.

The logs and records for a destroyed aircraft are disposed of locally. The logs and records for an aircraft that is sold or transferred accompany the aircraft. When an aircraft is transferred, the ferry pilot provides flight time to the accepting activity. The logs and records for a special category aircraft that is removed from the Navy inventory are retained for 1 year and then forwarded to the Washington National Records Center. The Aeronautical Time Cycle Management Repository at Commander Naval Air Systems Command can provide information for the reconstruction of Assembly Service Records, Modular Service Records, and Scheduled Removal Component (SRC) cards.

The maintenance officer of the station or unit to which an aircraft is assigned oversees aircraft logbook entries. Only specific personnel have the authority to sign aircraft logs and records. When there is no designated place for additional data in an aircraft logbook, the data is inserted in an envelope that is pasted inside the back of the logbook binder.

Monthly flight operational data is recorded on the monthly Flight Summary record. Phase inspections are logged in the periodic inspection record. When a phase inspection is recorded on the inspection record, flight time and the type of phase inspection should be entered in the Type or Description of Inspection block.

Conditional inspections are required for hot start, hard landing and overtemp. Conditional inspection record data should be retained in the aircraft logbook for 2 years.

The Technical Directive Status Accounting (TDSA) List No. 02 contains a listing of technical directives that apply to a specific bureau number (aircraft) and are reported as not incorporated. The TDSA List No. 04 contains a listing of technical directives that apply to a specific bureau number and are reported as incorporated. When a technical directive is removed from an aircraft, status code "Q" and the initials of a person authorized to sign logbooks should be entered in the Status Code block of the Technical Directives form.

"NA" should be entered in the Serial Number block for a nonserialized device in the installed Explosive Device Record.

When a component is removed from an aircraft or equipment, the SRC card accompanies the component. You should place the SRC card in a plastic, return material document envelope for a component transfer. No other document should be placed in this return material document envelope.

After a parachute assembly has been installed, the Parachute Record should be forwarded to maintenance control where it should be inserted in the aircraft logbook or ejection seat Aeronautical Equipment Service Record.

When items are missing from an aircraft that has been transferred, the accepting activity should submit a list of items that are missing from the aircraft to the transferring activity within 10 days of receipt of the aircraft.

The weight and balance system provides aviation activities with a standard system of weight and balance control of aircraft. The Aircraft Inventory Record establishes a formal, continuous chain of accountability for specific equipment of material installed on (or designated for use on) an aircraft.

As you can see, aircraft logbooks contain the complete operating and maintenance history of naval aircraft. Proper logbook maintenance is critical to not only aircraft safety, but to pilot and aircrew safety as well. Accuracy cannot be overemphasized. Remember, when completing aircraft logbook records and forms, refer to the appropriate reference manual to ensure all entries are completed in accordance with established procedures.

# ANSWERS TO REVIEW QUESTIONS

- A1. *Aircraft logbook.*
- A2. *Current aircraft logbook custodian.*
- A3. *Original accepting activity.*
- A4. *Maintenance material control Officer (MMCO).*
- A5. *Transferred with the aircraft.*
- A6. *Ferry pilot.*
- A7. *Sent to the Washington National Records Center.*
- A8. *Aeronautical Time Cycle Management Central Repository, COMNAVAIRSYSCOM.*
- A9. *Maintenance officer (MO).*
- A10. *Personnel designated in writing by an authorized authority.*
- A11. *In a manila envelope attached to the back inside cover of the logbook.*
- A12. *Monthly Flight Summary record.*
- A13. *Periodic.*
- A14. *Type of phase inspection being performed.*
- A15. *Conditional.*
- A16. *2 years.*
- A17. *Technical Directive Status Accounting (TDSA) List No. 02.*
- A18. *Technical Directive Status Accounting (TDSA) List No. 04.*
- A19. *Status Code "Q" and the initials of anyone authorized to sign logbooks.*
- A20. *Monthly Flight Summary page and Equipment Operating Record.*
- A21. *NA.*
- A22. *Aeronautical Time Cycle Management (ATCM)/Central Repository at the Commander Naval Air Systems Command (COMNAVAIRSYSCOM).*
- A23. *The card accompanies the component.*
- A24. *None.*
- A25. *Forwarded to maintenance control and inserted into the aircraft logbook or ejection seat AESR.*
- A26. *Aircraft Inventory Record.*
- A27. *10 days.*
- A28. *To provide aviation activities with a standard system of weight and balance control for aircraft.*

